



United States
Department of
Agriculture

Farmers
Home
Administration

Washington
D.C.
20250

FmHA AN No 1848(1951)

January 9, 1989

SUBJECT: Mailing Instructions to Notify Farmer Programs
Borrowers of Primary and Preservation Servicing Options

TO: State Directors and District Directors

PURPOSE/INTENDED OUTCOME:

The purpose of this Administrative Notice (AN) is to provide additional guidance for mailing the required notices and the respective attachments for primary and preservation servicing options to Farmers Home Administration (FmHA) Farmer Programs borrowers, who are 180 days delinquent, or who are in non-monetary default as prescribed by FmHA Instruction 1951-S.

The intended outcome is to instruct County Supervisors to make additional efforts to insure that FmHA borrowers are notified of the servicing options available under the Agricultural Credit Act of 1987.

COMPARISON WITH PREVIOUS AN:

No previous AN has been issued on this subject.

IMPLEMENTATION RESPONSIBILITIES:

In those instances where the certified mail is not accepted by the borrower, who is sent notices as set forth in Section 1951.907 of FmHA Instruction 1951-S, which are returned to the County Office, the FmHA County Supervisor will immediately send the documents from the certified mail package to the borrower's last known address via regular, first class mail.

The new 45-day period will commence 3 days following the date of mailing. For example, if a notice mailed by regular first class mail on December 1, the new 45-day period will start to run from December 4.

EXPIRATION DATE: December 31, 1989

FILING INSTRUCTIONS:
Preceding FmHA
Instruction 1951-S



Farmers Home Administration is an Equal Opportunity Lender.
Complaints of discrimination should be sent to:
Secretary of Agriculture, Washington, D.C. 20250

In addition, the County Supervisor will assure the borrower's case file is properly documented regarding the mailing, as follows:

1. Staple together and retain in position three of the case files, the unaccepted certified mail receipt, that has been returned by the Post Office, with copies of the transmitted Exhibit and/or Attachment, such as Exhibit A or Attachment 3, and the envelope evidencing certified mail documentation.
2. Record in the running case record that the package was sent regular first class mail and the date sent.

Please call Steve Ferguson at commercial (202) 382-1658 or FTS 382-1658, if you have any questions.



NEAL SOX JOHNSON
Acting Administrator

Sent via electronic mail on 1/9/89 at 1:37 PM by ASD. A copy of this AN will be duplicated by the District Directors and distributed to the County Offices. State Directors will immediately distribute to Farmer Programs Chiefs and other appropriate personnel.